



Annual Performance Report Form

Facility Name: Spalding Sports Worldwide

Performance Track ID #: A01-0025

Annual Performance Report #: 1

Reporting Year: 2001

Due Date: July 1, 2002

Section A

General Facility Information

To the extent possible, EPA will pre-complete items A.1-A.8 for you. Please ensure that the information in A.1-A.8 below is accurate, complete, and up to date. Please supply or revise any information as necessary and then check the box to the left of the item(s) to indicate where changes have been made. Items A.9 and A.10 cannot be pre-completed; please respond as directed in A.9 and A.10 below.

Did you make changes? If so, check box.

- A.1 ☐ Name of your facility: Spalding Sports Worldwide
- A.2 ☐ Name of your parent company: Spalding Sports Worldwide, Inc.
- A.3 ☐ Facility contact person for the Performance Track program
Name: Mr./Mrs./Ms./Dr. Mr. William Sweetman
Title: Mgr. Safety & Environmental Engineering
Phone: 413-322-2637 Fax: 413-322-2043 E-mail: bsweetman@spalding.com
- A.4 ☐ Facility's location
Street Address: 425 Meadow St.
Street Address (cont.):
City/State/Zip Code: Chicopee, MA 01013
- A.5 ☐ Facility's website address (if any):
- A.6 ☐ Number of employees (full-time equivalents) who currently work in the facility:
☐ Fewer than 50 ☐ 50 - 99 ☐ 100 - 499 ☒ 500 - 1000 ☐ More than 1000
- A.7 ☐ Does your company meet the Small Business Administration definition of a small business for your sector? ☐ Yes ☒ No
- A.8 ☐ North American Industrial Classification System (NAICS) Code(s) that are used to classify business at the facility: 339920
- A.9 ☐ In your application and, perhaps, in previous annual performance reports, you described what your facility does or makes. Have there been any (additional) changes to your facility's list of products and/or activities? If so, please list them in the space below. ☐ Yes ☒ No
- A.10 ☐ Please update the list of environmental requirements that apply to your facility. In the space below, indicate any changes that have taken place during this reporting period. If you have no changes to report, please write "No changes."
No changes

Section B

Environmental Management System

B.1 Environmental Management System Assessment. Please summarize EMS assessments conducted *during the year*. Attach additional sheets as necessary.

a. Was an EMS audit or other assessment done by an independent third party?

☒ Yes ☐ No

If yes, please provide the *type* (e.g., ISO 14001 certification), the *scope*, and the *dates* (mo/yr) of each assessment.

- EMS Audit conducted by Nexus Partners - 3rd party audit - 5/01 (see attached)
- EPA Performance Track Site Visit Protocol - 9/21/01 (see attached)

b. Was an internal or corporate EMS audit conducted? ☐ Yes ☒ No

If yes, please provide the *scope* and the *dates* (mo/yr) of each audit.

- Spalding developed internal EMS auditing protocols & has started training its Quality Control Group in performing these audits. (See attached)

c. Was a compliance audit conducted? ☒ Yes ☐ No

If yes, please provide the *scope* and the *dates* (mo/yr) of each audit, and indicate *who* conducted the audit(s) (e.g., facility staff, corporate groups, third party).

1. Facility staff conducted Compliance Audit - 8/01. (See attached)
2. Corporate Quality Compliance Audit conducted - 11/01. (See attached)

d. (Optional) If you would like to describe any other audits or inspections that were conducted at your facility, please do so here.

- Hazardous waste storage area
- Satellite accumulation area
- Chemical/waste drum inspection logs
- Quarterly V.O.C. emission audit

Section B

(continued)

B.1

e. Briefly summarize corrective actions taken and other improvements made as a result of your EMS assessments and compliance audits.

See attached.

f. Has your facility corrected all instances of potential non-compliance and EMS non-conformance identified during your audits and other assessments?

☒ Yes ☐ No ☐ No such instances identified

If no, please explain your plans to correct these instances.

g. When was the last Senior Management review of your EMS completed? *mo/yr*

Who headed the review?

Name: Mr./Mrs./Ms./Dr. Mr. James Craigie

Title: President & CEO, Spalding Sports Worldwide

- Annual review - 1st Qtr. each year

Section B

(continued)

B.2 ISO 14001 Certification. Is your facility currently certified to ISO 14001? ☐ Yes ☒ No

B.3 Environmental Aspects Identification. When did your facility last conduct a systematic identification and/or review of your environmental aspects? *mo/yr*

B.4 Progress Toward Achieving Objectives and Targets. In the table below, please provide a narrative summary of progress made toward EMS objectives and targets. **You may limit the summary to environmental aspects that are *significant* and towards which *progress* has been made during the reporting year.** In cases where progress relates specifically to a Performance Track performance commitment, complete the *Environmental Aspect* column, but in the *Progress* column simply refer to the performance commitment tables in Section C, i.e. "See Section C." Attach additional sheets as necessary.

<i>Environmental Aspect</i>	<i>Progress Made This Year</i> (e.g., quantitative or qualitative improvements, activities conducted)
Comply with applicable air emission requirements	<ul style="list-style-type: none"> - Measure/calculate daily paint usage/emissions - Report to DEP bi-annually - Calculate solvent usage monthly - Update Ridesharing Program
Comply with asbestos management procedures	<ul style="list-style-type: none"> - Abatement notifications - Updated O & M manuals/inventory - Training of employees
Work effectively with community stakeholders regarding environmental issues	<ul style="list-style-type: none"> - Participate in key community activities and environmental activities (i.e., LEPC) - Celebrate Earth Day - see below
Manage contractors & vendors	<ul style="list-style-type: none"> - Established contractor EH&S program - Developed contractor training booklets - Trained pertinent company personnel in requirements
Celebrate Earth Day	<ul style="list-style-type: none"> - Employee Hazardous Waste Collection Day (includes retirees) - Earth Day event for children/grandchildren of Spalding employees - Host educational activities
Comply with EPCRA	<ul style="list-style-type: none"> - Monthly chemical inventories - Submit Tier 1 & Tier 2, Form R reports - Participate with LEPC

Section B

(continued)

B.2 ISO 14001 Certification. Is your facility currently certified to ISO 14001? ☐ Yes ☒ No

B.3 Environmental Aspects Identification. When did your facility last conduct a systematic identification and/or review of your environmental aspects? *mo/yr*

B.4 Progress Toward Achieving Objectives and Targets. In the table below, please provide a narrative summary of progress made toward EMS objectives and targets. **You may limit the summary to environmental aspects that are *significant* and towards which *progress* has been made during the *reporting year*.** In cases where progress relates specifically to a Performance Track performance commitment, complete the *Environmental Aspect* column, but in the *Progress* column simply refer to the performance commitment tables in Section C, i.e. "See Section C." Attach additional sheets as necessary.

<i>Environmental Aspect</i>	<i>Progress Made This Year</i> (e.g., quantitative or qualitative improvements, activities conducted)
Reduce energy	See Section C
Comply with Hazardous Material Registration & Storage Requirements	- 4/30/01 - Obtained Certificate of Registration for flammable materials - 7/1/02 - D.O.T. Hazardous Materials Registration
Comply with hazardous waste management requirements	- Weekly inspections - Shipped all materials < 90 days - Complied with Class C Recycling Permit
Evaluate alternatives to MIBK	- Working with R&D & vendors for alternatives - No alternative found that would meet established objectives
Manage non-regulated solid wastes	See Section C
Comply with oil discharge limits as identified in Sewer Permit # 18-10/97	- In compliance - no violations - Modified oil trap P.M. Program

Section B

(continued)

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B.4 Progress Toward Achieving Objectives and Targets. In the table below, please provide a narrative summary of progress made toward EMS objectives and targets. **You may limit the summary to environmental aspects that are *significant* and towards which *progress* has been made during the *reporting year*.** In cases where progress relates specifically to a Performance Track performance commitment, complete the *Environmental Aspect* column, but in the *Progress* column simply refer to the performance commitment tables in Section C, i.e. "See Section C." Attach additional sheets as necessary.

<i>Environmental Aspect</i>	<i>Progress Made This Year</i> (e.g., quantitative or qualitative improvements, activities conducted)
Manage PCB or PBC contaminated material	<ul style="list-style-type: none"> - Conducted quarterly inspections of PCB materials - Conducted annual compliance audit
Participate in Performance Track	<ul style="list-style-type: none"> - Conducted roll-out of employee training on 8/01 - Participated with Energy Subcommittee - Region 1 - Met with Christine Whitman
Prevent releases & respond to emergencies	<ul style="list-style-type: none"> - Conducted Spill Response training - Updated Emergency Response Team requirements & training - Conducted onsite drills
Comply with site remediation requirements	<ul style="list-style-type: none"> - Collected/analyzed groundwater samples on quarterly basis - Submit remediation status report every 6 months
Manage universal wastes/CRTs	<ul style="list-style-type: none"> - Developed written plans on how to manage these waste streams - Conducted training of pertinent personnel - Disposed of at least annually
Manage & conserve water	<ul style="list-style-type: none"> - Recycle all water except for boiler blowdown and sanitary

Section B

(continued)

B.2 ISO 14001 Certification. Is your facility currently certified to ISO 14001? ☐ Yes ☒ No

B.3 Environmental Aspects Identification. When did your facility last conduct a systematic identification and/or review of your environmental aspects? *mo/yr*

B.4 Progress Toward Achieving Objectives and Targets. In the table below, please provide a narrative summary of progress made toward EMS objectives and targets. **You may limit the summary to environmental aspects that are *significant* and towards which *progress* has been made during the *reporting year*.** In cases where progress relates specifically to a Performance Track performance commitment, complete the *Environmental Aspect* column, but in the *Progress* column simply refer to the performance commitment tables in Section C, i.e. "See Section C." Attach additional sheets as necessary.

<i>Environmental Aspect</i>	<i>Progress Made This Year</i> (e.g., quantitative or qualitative improvements, activities conducted)
Comply with applicable wastewater requirements	<ul style="list-style-type: none"> - Sample & report bi-annually - Train all applicable production and boiler employees in requirements. - Monitor water usage
Comply with applicable zinc limits	See Section C

Section C

Environmental Performance Commitments

Please use the tables on pages 6-9 to summarize your facility's environmental performance against your Performance Track performance commitments. Complete only those boxes related to the baseline, current year, and performance commitment. If any of the boxes have been pre-completed for you, please verify the information. If you find information that is incorrect, cross it out and write in the correct information. **Leave blank any columns for future reporting years.**

C.1

Performance Commitment 1

a. Use this table to report data related to your first performance commitment.

Category (see page 16 of the instructions): Waste

Aspect (see page 16 of the instructions): Total Solid Waste

	<i>Baseline (as stated in your application)</i>	<i>Year 1</i>	<i>Year 2</i>	<i>Year 3</i>	<i>Performance Commitment (the goal stated in your application)</i>
<i>Calendar Year</i>	1999	2001			2003
<i>Actual Quantity (per year)</i>	181,650	131,011			100,000 (optional)
<i>Measurement Units</i>					
<i>Normalizing Factor*</i>	1.0	1.18			(optional)
<i>Basis for your Normalizing Factor*</i>					
<i>Normalized Quantity* (per year)</i>	181,650	111,026			

*See pages 17-19 of the instructions for more information

b. Briefly describe how you achieved improvements for this aspect or, if relevant, any circumstances that delayed progress.

- Upgraded material handling systems (modified current hopper design & powder feed systems)
- Retraining of all pertinent personnel

c. Please list any other EPA voluntary programs to which you are also reporting these data (e.g., Energy Star, Project XL).

Section C

(continued)

C.2 Performance Commitment 2

a. Use this table to report data related to your second performance commitment.

Category (see page 16 of the instructions): Energy Use					
Aspect (see page 16 of the instructions): Total Energy Use					
	<i>Baseline</i> (as stated in your application)	<i>Year 1</i>	<i>Year 2</i>	<i>Year 3</i>	<i>Performance Commitment</i> (the goal stated in your application)
<i>Calendar Year</i>	1999	2001			2003
<i>Actual Quantity</i> (per year)	429,045	442,387			1,706 Btu/dz (optional)
<i>Measurement Units</i>	Btu				
<i>Normalizing Factor*</i>	1.0	1.18			(optional)
<i>Basis for your Normalizing Factor*</i>	Production output				
<i>Normalized Quantity*</i> (per year)	429,045	374,904			
*See pages 17-19 of the instructions for more information					

b. Briefly describe how you achieved improvements for this aspect or, if relevant, any circumstances that delayed progress.

c. Please list any other EPA voluntary programs to which you are also reporting these data (e.g., Energy Star, Project XL).

Section C

(continued)

C.3

Performance Commitment 3

a. Use this table to report data related to your third performance commitment.

Category (see page 16 of the instructions): Material Use					
Aspect (see page 16 of the instructions): Recycled/Reused Material Use					
	<i>Baseline</i> (as stated in your application)	<i>Year 1</i>	<i>Year 2</i>	<i>Year 3</i>	<i>Performance Commitment</i> (the goal stated in your application)
<i>Calendar Year</i>	1999	2001			2003
<i>Actual Quantity</i> (per year)	22,550	31,130			Increase solvent recycling 14% (optional)
<i>Measurement Units</i>	lbs.				
<i>Normalizing Factor*</i>	1.0	1.18			(optional)
<i>Basis for your Normalizing Factor*</i>	Production				
<i>Normalized Quantity*</i> (per year)	22,550	26,381			
*See pages 17-19 of the instructions for more information					

b. Briefly describe how you achieved improvements for this aspect or, if relevant, any circumstances that delayed progress.

- Improved collection systems/equipment
- Training of employees

c. Please list any other EPA voluntary programs to which you are also reporting these data (e.g., Energy Star, Project XL).

Section C

(continued)

C.4 Performance Commitment 4

a. Use this table to report data related to your fourth performance commitment.

Category (see page 16 of the instructions): Waste					
Aspect (see page 16 of the instructions): Total Solid Waste					
	<i>Baseline (as stated in your application)</i>	<i>Year 1</i>	<i>Year 2</i>	<i>Year 3</i>	<i>Performance Commitment (the goal stated in your application)</i>
<i>Calendar Year</i>	1999	2001			2003
<i>Actual Quantity (per year)</i>	1066	1116			100 (optional)
<i>Measurement Units</i>	Tons				
<i>Normalizing Factor*</i>	1.0	1.18			(optional)
<i>Basis for your Normalizing Factor*</i>	Production				
<i>Normalized Quantity* (per year)</i>	1066	946			
*See pages 15-17 of the instructions for more information					

b. Briefly describe how you achieved improvements for this aspect or, if relevant, any circumstances that delayed progress.

- Increased/improved recycling systems
- Reduced raw material inventories

c. Please list any other EPA voluntary programs to which you are also reporting these data (e.g., Energy Star, Project XL).

Section D

Public Outreach and Performance Reporting

D.1

Please briefly summarize the public outreach and reporting activities that your facility has conducted during the year. Feel free, but not obligated, to attach supporting materials (e.g., meeting agendas, public announcements).

- Participant on L.E.P.C.

- Developed and rolled out environmental/safety intranet site in 2001. The plan is to make this information available to the public in the future, but internal protection systems are not yet in place.

- Established call-in log for after-hours so that public concerns are recorded and responded to the following day.

D.2

Please indicate which of the following methods your facility plans to use to make its Performance Track Annual Performance Report available to the public. Please check as many as are appropriate.

☐ Website (URL)

☐ Open House

☐ Meetings

☐ Press Releases

☒ Community Advisory Panel

☒ Other EPA's website

Section E

Self-Certification of Continued Program Participation

On behalf of Spalding Sports Worldwide,
(name of my facility)

I certify that

- ◆ I have read and agree to the terms and conditions specified in *the National Environmental Performance Track Program Guide*. This facility, to the best of my knowledge, continues to meet all program criteria;
- ◆ I have personally examined and am familiar with the information contained in this Annual Performance Report. The information contained in this report is, to the best of my knowledge and based on reasonable inquiry, true, accurate, and complete;
- ◆ My facility has an environmental management system (EMS), as defined in the Performance Track EMS criteria, including systems to maintain compliance with all applicable federal, state, tribal, and local environmental requirements in place at the facility, and the EMS will be maintained for the duration of the facility's participation in the program;
- ◆ My facility has conducted an objective assessment of its compliance with all applicable federal, state, tribal, and local environmental requirements; and the facility has corrected all identified instances of potential or actual noncompliance; and
- ◆ Based on the foregoing compliance assessments and subsequent corrective actions (if any were necessary), my facility is, to the best of my knowledge and based on reasonable inquiry, currently in compliance with applicable federal, state, tribal, and local environmental requirements.

I agree that EPA's decision whether to accept participants into or remove them from the National Environmental Performance Track is wholly discretionary, and I waive any right that may exist under any law to challenge EPA's acceptance or removal decision.

I am the senior manager with responsibility for the facility and am fully authorized to execute this statement on behalf of the corporation or other legal entity whose facility is part of the National Environmental Performance Track program.

Signature/Date _____

Printed Name Mr./Mrs./Ms./Dr. Mr. Michael Esch

Title Executive Vice-President Operations

Phone Number/E-mail Address 413-322-2636 / mesch@spalding.com

Facility Name Spalding Sports Worldwide

Facility Street Address 425 Meadow St., Chicopee, MA 01013

Performance Track Identification Number A01-0025

Paperwork Reduction Act Notice

The public reporting and recordkeeping burden for this collection of information is estimated to average 188 hours per respondent annually. Burden means the total time, effort, or financial resources expended by persons to generate, maintain, retain, or disclose or provide information to or for a Federal agency. This includes the time needed to review instructions; develop, acquire, install, and utilize technology and systems for the purposes of collecting, validating, and verifying information, processing and maintaining information, and disclosing and providing information; adjust the existing ways to comply with any previously applicable instructions and requirements; train personnel to be able to respond to a collection of information; search data sources; complete and review the collection of information; and transmit or otherwise disclose the information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

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